

**South Texas Water Master Advisory Committee**  
**Meeting Minutes**  
**10/16/18**

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The meeting was opened at 1:45 pm by Amy Settemeyer, TCEQ Watermaster Section Manager. A quorum of the Advisory Committee was not present. Everyone introduced themselves.

No action was taken on the meeting minutes from the July 17, 2018 meeting due to the fact that a quorum was not present at this meeting.

**Watermaster Program Update.**

Ms. Amy Settemeyer introduced two new South Texas Watermaster staff.

Ms. Settemeyer discussed several proposed staff changes within the Watermaster Section. Currently each Watermaster program has an administrative assistant that does each program's purchasing and administrative functions. The purchasing function for each Watermaster program will be moved to the central office in Austin within the Water Availability Division. This will be accomplished within the currently authorized staff count by utilizing a vacant position in the Rio Grande Watermaster program. Each of the Watermaster programs will share the cost of the centralized purchasing position. The South Texas Watermaster program will be assessed 33 percent of the costs associated with the centralized purchasing position. The South Texas Watermaster program will assume 100 percent of the cost of the current administrative assistant position that was previously shared with the Concho Watermaster program. The total financial impact of these changes to the South Texas Watermaster program is \$26,000 per year.

Ms. Settemeyer also reported that the Watermaster Section is considering establishing an assistant watermaster for the South Texas and Concho Watermaster programs. This position will be housed in San Angelo and its focus will be on the Concho Watermaster program. This will allow Iliana to provide more attention to the South Texas Watermaster program but each position will be backup for the other position. The total financial impact to the South Texas Watermaster program is estimated to be \$8,700 per year. Ms. Settemeyer will be briefing the Concho Watermaster Advisory Committee on this proposed change on October 17, 2018.

The total financial impact to the South Texas Watermaster program for both changes is estimated to be \$35,000 per year. The program will use salary vacancy and other savings to cover these costs for this year and the water rights holders would not see an increase in the assessment due to these costs until next year.

**Bylaws**

The Watermaster program staff will redline the existing bylaws to reflect the appropriate changes that would allow members of the South Texas Watermaster Advisory Committee to designate alternates to attend the meetings in their place if they cannot attend in person. The proposed bylaw change will be circulated to the Advisory Committee at least ten days prior to the next meeting.

**Other Business**

There was no other business.

Next Meeting

The next regular meeting of the committee will be in July 2019.

The meeting was adjourned.

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